CEAR – CAPS Emergency Assistance Referrals

This screen is used to display information for an Emergency Assistance referral received in the CAPS interface.

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CEAR            CAPS EMERGENCY ASSISTANCE REFERRALS    07/06/04  16:53:44
                                                       LOUIS R
REFER NM:   FLINTSTONE, PEBBLES A        ID#: EM1234
CAPS WRKR: PROTECTIVE, IMA               APP DATE: 06/03/04

ADDRESS
   STREET                    CITY    STATE  ZIP  COUNTY      PHONE NO
   1234 ANYWHERE STREET
   PO BOX 2233               HELENA   MT    59601  25        4065551212

NAME                          SSN       DOB    SEX  REL  CIT  PERS NO
FLINTSTONE, PEBBLES A      123456789  102504    F   PI   US   1234567
FLINTSTONE, WILMA          223456789  102599    F   PA   US
FLINTSTONE, BARNEY         323456789  102598    M   NR   US   2234567
FLINTSTONE, BAM BAM        423456789  102584    M   SB   US   3334567
FLINTSTONE, FREDRICK A     523456789  112554    M   PA   US
FLINTSTONE, BETTY          623456789  122554    F   NR   US
FLINTSTONE, DINO           723456789  102545    M   NR   US
FLINTSTONE, FREDRICA       823456789  112197    F   NR   US
FLINTSTONE, JUSTINA        555121234  112098    F   NR   US
FLINTSTONE, LINA           103456789  111404    F   NR   US

PF5-RELI PF6-FIRST PAGE  PF7-PRIOR PAGE  PF8-NEXT PAGE NEXT-->
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Display Fields

REFER NM

This field displays the name of the PI (Primary Information person) as identified in the CAPS system.

CAPS WRKR

This field displays the full name of the CAPS worker.

ID#

This field displays the alphanumeric referral identification number used for tracking and processing by TEAMS.

APP DATE

This field displays the date the CAPS application was signed.

STREET

> This field displays the residential address of the child.

CITY

> This field displays the city of the child's residential address.

STATE

> This field displays the state of the child's residential address.

ZIP

> This field displays the zip code of the child's residential address.

COUNTY

> This field displays the county of the child's residence.

PHONE NO

> This field displays the phone number for the child's residence.

NAME

> This field displays the first and last name of each person in the household.

SSN

> This field displays the SSN of each person in the household.

DOB

> This field displays the date of birth of each person in the household.

SEX

> This field displays the sex of each person in the household.

REL

> This field displays the relationship code of each person in the household, as identified in the CAPS system.

CIT

> This field displays the citizenship code of each person in the household.

PERS NO

> This field displays the person's TEAMS Client ID number, if it is sent over in the CAPS interface.

Navigation Fields and Fkeys

F2	The F2 key returns to the last TEAMS *menu* that was accessed.
F3	The F3 key returns to the SYSE (System Selection) menu.
F10	The F10 key accesses the CANO (Case Notes) screen.

Tips on CEAR

➢ CEAR must be accessed by using the select field on RELI; you can't NEXT to CEAR.

➢ If you press F10 to go to Case Notes, a case number may need to be entered (if the case number is not on a menu) since CEAR is not a case specific screen.